

UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL ADJUSTMENT ADMINISTRATION

WESTERN DIVISION

ADMINISTRATIVE INSTRUCTIONS RELATING TO THE
EXECUTION OF FORMS IN CONNECTION WITH THE
1937 AGRICULTURAL CONSERVATION PROGRAM

PART I. DESCRIPTION OF FORMS

Form WR-104, Nondiversion Farm—Computation Table, will be used for farms with a soil-depleting base of less than 20 acres and for farms on which the soil-depleting base is 20 acres or more, but is less than 20 percent of the total cropland in the farm. Form WR-104 will be used to compute the soil-building allowance and to compute any deduction which will be made if the producer seeds soil-depleting crops in excess of his soil-depleting base in 1937.

Form WR-105, Diversion Farm—Computation Table, will be used for diversion farms, but cannot be used for any farm with a cotton or tobacco soil-depleting base. The soil-building allowance for the farm and the diversion payment, if the producer plans to divert soil-depleting acreage in 1937, or the deduction for excess if the producer plans to increase soil-depleting crops in 1937, will be computed on Form WR-105.

Form WR-105 Supplement, Farm with Cotton Soil-Depleting Base—Computation Table, will be used for farms with a cotton or tobacco soil-depleting base in the States of Arizona, California, Kansas, and New Mexico. The soil-building allowance for the farm and the diversion payment, if the producer plans to divert soil-depleting acres in 1937, or the deduction for excess if the producer plans to increase soil-depleting crops in 1937, will be computed on Form WR-105 Supplement.

Form WR-106, Farm Plan for 1937, is to be filled out for the producer indicating the acres and location of the crops and practices which he should seed and carry out, respectively, in order to earn the payments indicated in the form.

PART II. FORM WR-104, NONDIVERSION FARM—COMPUTATION TABLE

SEC. 1. How to Fill Out Form WR-104.—A single copy of this form should be filled out and forwarded to the county committee, together with the Farm Plan for 1937.

A. State and County Code and Work-Sheet Numbers.—In the upper righthand corner of the form enter the State and county code (which will be the same code used in the 1936 program) and enter the work-sheet number of the farm as reported on the county listing sheet. Be certain that the producer knows which farm this work-sheet number represents.

B. Farm Productivity Index (Line 1).—Enter in the space provided the productivity index for the farm reported opposite this work-sheet number on the county listing sheet.

C. Total Cropland in Farm (Line 2).—1. In column (a) enter the total acres of cropland in the farm as reported on the county listing sheet opposite this work-sheet number.

2. In column (b) enter the average soil-building allowance rate for cropland on nondiversion farms which will be reported for this county in WRB-101, part X.

3. In column (c) enter the farm rate which is obtained by multiplying the county rate in column (b) by the farm productivity index and then dividing the result by 100.

4. In column (d) enter the result obtained by multiplying the farm rate in column (c) by the acres of cropland in column (a).

D. Soil-Depleting Base (Line 3).—1. In column (a) enter the soil-depleting base for the farm as reported on the county listing sheet opposite this work-sheet number.

E. All Soil-Depleting Crops in 1937 (Line 4).—1. In column (a) enter the acres of soil-depleting crops, including sugar beets, which the producer plans to seed on the farm for harvest in 1937.

F. Excess Acres in 1937 (Line 5).—1. In column (a) enter the acreage of soil-depleting crops to be seeded in 1937 in excess of the soil-depleting base, which is obtained by subtracting line 3 from line 4.

2. In column (b) enter the average rate per acre for diversion which will be reported for this county in WRB-101, part X. (Make this entry only where there will be excess acres of soil-depleting crops on the farm in 1937.)

3. In column (c) enter the farm rate which is obtained by multiplying the county rate in column (b) by the farm productivity index. (Make this entry only where there will be excess acres of soil-depleting crops on the farm in 1937.)

4. In column (e) enter the amount of deduction which is obtained by multiplying the number of excess acres in column (a) by the farm rate in column (c).

G. Commercial Orchards in 1937 (Line 6).—1. In column (a) enter the acres of commercial orchards on the farm on January 1, 1937, from which the principal part of production is normally sold. See WRB-101 for this State for the definition of commercial orchards.

2. In column (d) enter the amount obtained by multiplying the acres of commercial orchards in column (a) by \$1.

H. Vegetable Land Single-Cropped in 1936 (Line 7).—1. In column (a) enter the number of acres from which one crop of commercial vegetables was harvested in 1936, and the principal part of production was sold off the farm. See WRB-101 for this State for a definition of commercial vegetables.

2. In column (d) enter the amount which is obtained by multiplying the acres of vegetable land in column (a) by \$1.

I. Vegetable Land Double-Cropped in 1936 (Line 8).—1. In column (a) enter the acreage upon which more than one crop of commercial vegetables was harvested in 1936 and the principal part of production was sold off the farm.

2. In column (d) enter the amount which is obtained by multiplying the acres of vegetable land in column (a) by \$2.

[The acres of vegetable land single-cropped and double-cropped in 1936 should be determined from the best information available, including the Report of Performance for the farm under the 1936 program.]

J. Noncrop Pasture Land in 1937 (Line 9).—1. In column (a) enter the number of animal units, in excess of five, which the noncrop pasture land on the farm will carry in 1937 during the normal pasture season. If, for example, the noncrop pasture land will carry nine units during the normal pasture season, enter four units in column (a). (The carrying capacity of noncrop pasture land must be determined from the best information available.)

2. In column (b) enter the rate per animal unit provided in part III of WRB-101 for this State.

3. In column (d) enter the amount which is obtained by multiplying the number of animal units in column (a) by the rate in column (b).

K. Total Soil-Building Allowance for Farm (Line 10).—1. In column (d) enter the amount which is obtained by adding the entries on all of the lines in column (d). (This result represents the total amount that can be earned by carrying out soil-building practices.)

L. The community committeeman who makes the foregoing entries and computations must sign the form and enter the date in the spaces provided.

M. When the form has been reviewed in the county office the person who checked the entries and computations must sign the form and enter the date in the spaces provided.

N. For instructions as to how sugar-beet payments are computed see part IV.

PART III. FORM WR-105, DIVERSION FARM—COMPUTATION TABLE

SECTION 1. How to Fill Out Form WR-105.—A single copy of this form should be filled out and forwarded to the county committee, together with the Farm Plan for 1937.

A. State and County Code and Work Sheet Numbers.—In the upper right-hand corner of the form enter the State and county code (which will be the same code used in the 1936 program) and enter the work-sheet number of the farm as reported on the county listing sheet. Be certain that the producer knows which farm this work-sheet number represents.

B. Farm Productivity Index (Line 1).—Enter in the space provided the productivity index for the farm reported opposite this work-sheet number on the county listing sheet.

C. Total Cropland in Farm (Line 2).—1. In column (a) enter the total acres of cropland in the farm as reported on the county listing sheet opposite this work-sheet number.

D. Soil-Depleting Base (Line 3).—1. In column (a) enter the soil-depleting base for the farm as reported on the county listing sheet opposite this work-sheet number.

E. Commercial Orchards in 1937 (Line 4).—1. In column (a) enter the acres of commercial orchards on the farm on January 1, 1937, from which the principal part of production is normally sold. See WRB-101 for this State for definition of commercial orchards.

2. In column (b) on the first line, enter the average soil-building allowance rate for commercial orchards on diversion farms which will be reported for this county in WRB-101, part X.

3. In column (c) enter the farm rate which is obtained by multiplying the rate in column (b) by the farm productivity index and then dividing the result by 100.

4. In column (d) on the first line enter the result obtained by multiplying the farm rate in column (c) by the acres of commercial orchards in column (a).

5. In column (d), on the second line, enter the amount obtained by multiplying the acres of commercial orchards in column (a) by \$1.

F. Sum of Items 3 and 4 (Line 5).—1. Add the soil-depleting base, line 3, and the acres of commercial orchards, line 4, and enter the result on line 5. (This entry is needed to determine the soil-conserving base.)

G. All Soil-Depleting Crops in 1937 (Line 6).—1. In column (a) enter the acres of soil-depleting crops, including sugar beets, which the producer plans to seed on the farm for harvest in 1937.

H. Excess Depleting Crops in 1937 (Line 7).—1. In column (a) enter the acres of soil-depleting crops to be seeded in 1937 in excess of the soil-depleting base, which is obtained by subtracting line 3 from line 6.

I. Actual Diversion in 1937 (Line 8).—1. In column (a) enter the number of acres which will be diverted in 1937 from the soil-depleting base. This figure is obtained by subtracting line 6 from line 3.

2. In column (b) enter the average rate per acre for diversion which will be reported for this county in WRB-101, part X. (Make this entry only where there will be a decrease in soil-depleting crops or an excess of soil-depleting crops on the farm in 1937.)

3. In column (c) enter the farm rate which is obtained by multiplying the county rate in column (b) by the farm productivity index, and then dividing the result by 100.

4. In column (e) enter the amount of deduction which is obtained by multiplying the number of excess acres on line 7 in column (a) by the farm rate in column (c); or

5. In column (e) enter the amount of payment for diversion which is obtained by multiplying the farm rate in column (c) by the actual diversion in 1937 (line 8, column (a)), or by the maximum diversion (line 9, column (a)), whichever is the smaller. (This computation cannot be made until the maximum diversion has been computed and entered on line 9 in column (a)).

J. Maximum Diversion (Line 9).—1. In column (a) enter a figure which is obtained by multiplying the soil-depleting base (line 3, column (a)) by 15 percent.

K. Soil-Conserving Base (Line 10).—1. In column (a) enter a figure which is obtained by subtracting the entry on line 5 in column (a) from the total cropland in the farm (line 2, column (a)).

L. Soil-Conserving Crops in 1937 (Line 11).—1. In column (a) enter the number of acres of soil-conserving crops which the producer will have on the farm in 1937, including soil-conserving crops already on the farm and soil-conserving crops to be seeded as soil-building practices.

2. In column (d) enter the amount obtained by multiplying \$1 by the soil-conserving base (line 10, column (a)), or by the acres of soil-conserving crops in 1937 (line 11, column (a)), whichever is the smaller.

M. Diversion for Payment (Line 12).—1. In column (a) enter the actual diversion in 1937 (line 8, column (a)), or the maximum diversion (line 9, column (a)), whichever is the smaller.

2. In column (b) enter the average soil-building allowance rate per acre on acreage diverted for payment, which will be reported for this county in WRB-101, part X. (Where there will be a decrease in soil-depleting crops in 1937.)

3. In column (c) enter the farm rate which is obtained by multiplying the county rate in column (b) by the productivity index and then dividing the result by 100.

4. In column (d) enter the amount which is obtained by multiplying the farm rate in column (c) by the acres of diversion for payment in column (a).

N. Vegetable Land Single-Cropped in 1936 (Line 13).—1. In column (a) enter the number of acres from which one crop of commercial vegetables was harvested *in 1936*, the principal part of the production of which was sold off the farm. See WRB-101 for this State for a definition of commercial vegetables.

2. In column (d) enter the amount obtained by multiplying the acres of vegetable land in column (a) by \$1.

O. Vegetable Land Double-Cropped in 1936 (Line 14).—1. In column (a) enter the acres upon which more than one crop of commercial vegetables was harvested *in 1936*, the principal part of the production of which was sold off the farm.

2. In column (d) enter the amount obtained by multiplying the acres of vegetable land in column (a) by \$2.

[The acres of vegetable land single-cropped and double-cropped in 1936 should be determined from the best information available, including the Report of Performance for the farm under the 1936 program.]

P. Noncrop Pasture Land in 1937 (Line 15).—1. In column (a) enter the number of animal units, in excess of five, which the noncrop pasture land on the farm will carry in 1937 during the normal pasture season. If, for example, the noncrop pasture land will carry nine units during the normal pasture season, enter four units in column (a). (The carrying capacity of noncrop pasture land must be determined from the best information available.)

2. In column (b) enter the rate per animal unit provided in part III of WRB-101 for this State.

3. In column (d) enter the amount which is obtained by multiplying the number of animal units in column (a) by the rate in column (b).

Q. Total Soil-Building Allowance for Farm (Line 10).—1. In column (d) enter the amount which is obtained by adding the entries on all of the lines in column (d).

2. In column (e) enter the amount which appears opposite line 8 in column (e).

R. The community committeeman who makes the foregoing entries and computations must sign the form and enter the date in the spaces provided.

S. When the form has been reviewed in the county office, the person who checked the entries and computations must sign the form and enter the date in the spaces provided.

T. For instructions as to how to compute sugar-beet payments see part IV.

PART IV. SUGAR BEETS

A. Sugar Beets in 1937.—1. In column (a) enter the number of acres of sugar beets which the producer plans to grow on the farm in 1937. The producer should be advised that the acreage of sugar beets grown in 1937 will be considered together with all other soil-depleting crops grown on the farm in 1937 in determining whether or not there has been an increase in soil-depleting crops in excess of the soil-depleting base.

B. Acreage Allotment.—1. In column (a) enter, for the time being, the number of acres of sugar beets grown on the farm in 1937. However, the producer should be advised that his acreage allotment may be less than the acreage of sugar beets grown in 1937.

C. Acres for Payment.—1. In column (a) enter the figure obtained as follows:

a. If any sugar beets are to be grown on the farm in 1937 on land which was devoted to sugar beets in more than 2 of the 3 years 1934, 1935, and 1936, the producer should be advised that in order to receive the full sugar-beet payment he must have in soil-conserving crops on the farm in 1937, on land which is customarily used in a rotation with sugar beets, an amount of acreage equal to 40 percent of the total acreage of sugar beets grown in 1937, and

(1) If he plans to have as much as 40 percent of his sugar-beet acreage in soil-conserving crops in 1937 on land customarily used in a rotation with sugar beets, enter as acres for payment in column (a) the acreage allotment entered in column (a). However,

(2) If he plans to have less than 40 percent of his sugar-beet acreage in soil-conserving crops in 1937 on land customarily used in a rotation with sugar beets, enter as acres for payment in column (a), 50 percent of the acreage allotment entered in column (a).

b. If sugar beets are to be grown on the farm in 1937 only on land which was not devoted to sugar beets in more than 2 of the 3 years 1934, 1935, and 1936, the producer should be advised that in order to receive the full sugar-beet payment he must have in soil-conserving crops on the farm in 1937, on land customarily used in rotation with sugar beets, an amount of acreage equal to 20 percent of the total acreage of sugar beets grown in 1937, and

(1) If he plans to have as much as 20 percent of his sugar-beet acreage in soil-conserving crops in 1937 on land customarily used in a rotation with sugar beets, enter as acres for payment in column (a) the acreage allotment entered in column (a). However,

(2) If he plans to have less than 20 percent of his sugar-beet acreage in soil-conserving crops in 1937 on land customarily used in a rotation with sugar beets, enter as acres for payment in column (a), 50 percent of the acreage allotment entered in column (a).

2. In column (b) enter the hundredweight yield of sugar beets, raw value, commercially recoverable per acre of sugar beets, as reported on the county listing sheet opposite this work-sheet number.

3. In column (d) enter the amount which is obtained by multiplying the hundredweight yield per acre in column (b) by the rate per hundredweight in column (c).

4. In column (e) enter an amount which is obtained by multiplying the rate per acre in column (d) by the acres of sugar beets for payment in column (a).

PART V. FORM WR-106, FARM PLAN FOR 1937

SECTION 1. How to Fill Out Form WR-106.—This form should not be filled out until a computation table for the farm has been computed. Form WR-106 shall be prepared in duplicate—the original to be given to the producer, and the copy to be forwarded, together with the computation table for the farm, to the county committee for review.

A. State and County and Work-Sheet Numbers.—In the upper right-hand corner of the form enter the work-sheet number of the farm as reported on the county listing sheet. Be certain that the producer knows which farm this work-sheet number represents. Immediately below the work-sheet number enter the name of the State and county in which the farm is located.

B. Name.—1. On the first line, type or print the name of the producer.

2. On the second line, enter the relationship of the producer to the farm.

C. Address.—On this line, type or print the address of the producer.

D. "Seed to Soil-Depleting Crops."—Enter in this section the name of each soil-depleting crop which the producer plans to seed on the farm in 1937, the field (such as A, B, C, etc., if known) on which each crop will be planted, and the acreage to be planted to each such crop. Be certain that the total of the acres entered in this section is the same as the figure previously entered in the computation table for the farm.

E. "Carry Out Soil-Building Practices."—1. Enter in the first part of this section the location, by fields, the acreage, and the name of each soil-building practice to be carried out on the farm in 1937. The name of each practice (i. e., alfalfa, white clover, etc.) and the practice number (i. e., A-1 or A-2-a, etc.) should be entered following the word "of" under each field.

2. **"On land customarily used in a rotation with sugar beets."**—Enter the field location, acres, and name and practice number of each practice to be carried out in 1937 on land customarily used in a rotation with sugar beets, in all instances where sugar beets are to be grown on the farm in 1937, and where additional soil-conserving acreage is needed to qualify for a sugar-beet payment.

F. "Keep in Soil-Conserving Crops."—1. Enter in the first part of this section the name of the soil-conserving crop, the field location, and the acres of such soil-conserving crop already on the farm in 1937 and which should be maintained in 1937 in order to contribute to the soil-building allowance or to meet any other requirements of the program.

2. **"On land customarily used in a rotation with sugar beets."**—Enter the name of the soil-conserving crop, the field location, and the acres of such crop already on the farm in 1937 on land customarily used in a rotation with sugar beets and which should be maintained in order to qualify for a sugar-beet payment.

G. "It is Possible to Earn Approximately."—1. Enter on the first line the amount which may be earned by diverting from soil-depleting crops.

2. Enter on the second line the total amount which can be earned by carrying out soil-building practices. This figure will represent the payment which may be earned by carrying out the soil-building practices indicated in this form, but cannot exceed the soil-building allowance for the farm determined on the computation table.

3. Enter on the third line the total amount which can be earned by growing sugar beets in 1937, and enter at the end of this line the designation of the subsection in part II of WRB-101 for this State representing the alternative method to be followed in qualifying for the sugar-beet payment. For example, alternative "A" indicates that an acreage equal to not less than 40 percent of the 1937 acreage of sugar beets will be devoted to soil-conserving crops on the farm in 1937 on land which is customarily used in a rotation with sugar beets. Or alternative "B" (in all States except California) means that sugar beets must be grown in 1937 on land not devoted to sugar beets in more than two of the three years 1934, 1935, and 1936, and that an acreage equal to not less than 20 percent of the 1937 acreage of sugar beets will be devoted to soil-conserving crops on the farm in 1937 on land which is customarily used in a rotation with sugar beets.

4. Enter on the fourth line the total of all payments which may be earned.

H. The community committeeman who prepared Form WR-106 should sign his name in the space provided at the bottom of the form.

PART VI. FORM WR-105 SUPPLEMENT, FARM WITH COTTON SOIL-DEPLETING BASE—COMPUTATION TABLE

SEC. 1. How to Fill Out Form WR-105 Supplement for a Farm with a Cotton Soil-Depleting Base.—A single copy of this form should be filled out and be forwarded to the county committee together with the Farm Plan for 1937.

A. State and County Code and Work Sheet Numbers.—In the upper righthand corner of the form enter the State and county code number, which will be the same code number used in the 1936 program, and enter the work-sheet number of the farm as reported on the county listing sheet. Be certain that the producer knows which farm this work-sheet number represents.

B. Farm Productivity Index (Line 1).—Enter in the space provided the productivity index for the farm as reported opposite this work sheet number on the county listing sheet.

C. Total Cropland in Farm (Line 2).—1. In column (a) enter the total acres of cropland in the farm as reported opposite this work sheet number on the county listing sheet.

D. Total Soil-Depleting Base (Line 3).—1. In column (a) enter the total soil-depleting base for the farm as reported on the county listing sheet opposite this work sheet number.

E. Commercial Orchards in 1937 (Line 4).—1. In column (a) enter the acres of commercial orchards on the farm on January 1, 1937, from which the principal part of production is normally sold. See WRB-101 for this State for definition of commercial orchards.

2. In column (b) on the first line, enter the average soil-building allowance rate for commercial orchards on diversion farms which will be reported for this county in WRB-101, part X.

3. In column (c) enter the farm rate which is obtained by multiplying the rate in column (b) by the farm productivity index and then dividing the result by 100.

4. In column (d) on the first line enter the result obtained by multiplying the farm rate in column (c) by the acres of commercial orchards in column (a).

5. In column (d) on the second line enter the amount obtained by multiplying the acres of commercial orchards in column (a) by \$1.00.

F. Sum of Items 3 and 4 (Line 5).—1. Add the total soil-depleting base, line 3, and the acres of commercial orchards, line 4, and enter the result on line 5. (This entry is needed to determine the soil-conserving base.)

G. Cotton Soil-Depleting Base (Line 6).—1. In the space provided after the word "yield" enter the yield per acre for cotton as reported on the county listing sheet opposite this work sheet number.

2. In column (a) enter the acreage in the cotton soil-depleting base as reported on the county listing sheet opposite this work sheet number.

H. Acreage in 1937 (Line 7).—1. In column (a) enter the acres of cotton which the producer plans to seed on the farm in 1937.

I. Excess Acres in 1937 (Line 8).—1. In column (a) enter the acres of cotton to be seeded in 1937 in excess of the cotton soil-depleting base, which is obtained by subtracting line 6 from line 7.

J. Actual Diversion in 1937 (Line 9).—1. In column (a) enter the number of acres which will be diverted in 1937 from the cotton soil-depleting base. This figure is obtained by subtracting line 7 from line 6.

2. In column (c) enter the farm rate which is obtained by multiplying the rate in column (b) by the yield per acre on line 6.

3. In column (e) enter the amount of deduction which is obtained by multiplying the number of excess acres on line 7 in column (a) by the farm rate in column (c); or

4. In column (e) enter the amount of payment for diversion which is obtained by multiplying the farm rate in column (c) by the actual diversion in 1937 (line 9, col. (a)) or by the maximum diversion (line 10, col. (a)), whichever is the smaller. This computation can not be made until the maximum diversion has been computed and entered on line 10 in column (a).

K. Maximum Diversion (Line 10).—1. In column (a) enter a figure which is obtained by multiplying the cotton soil-depleting base (line 6, column (a)) by 35 percent; provided, however, that if the cotton soil-depleting base is 5.7 acres or less, enter 2 acres in line 10, column (a).

L. General Soil-Depleting Base (Line 11).—1. In column (a) enter the general soil-depleting base for the farm as reported on the county listing sheet opposite this work sheet number. This entry must agree with the result obtained by subtracting the cotton soil-depleting base line 6, column (a) from the total soil-depleting base, line 3 column (a).

M. 1937 Acres of Soil-Depleting Crops (Line 12).—1. In column (a) enter the acreage of soil-depleting crops except cotton, which the producer plans to seed on the farm for harvest in 1937.

N. Excess Acres of Soil-Depleting Crops (Line 13).—1. In column (a) enter the acres of soil-depleting crops, except cotton, to be seeded in 1937 in excess of the general soil-depleting base which is obtained by subtracting line 11 from line 12.

O. Actual Diversion from General Base (Line 14).—1. In column (a) enter the number of acres which will be diverted in 1937 from the general soil-depleting base. This figure is obtained by subtracting line 12 from line 11.

2. In column (b) enter the average rate per acre for diversion from the general base which will be reported for this county in WRB-101 part X. (Make this entry only where there will be a decrease from the general soil-depleting base or where the 1937 acreage of all soil-depleting crops except cotton and tobacco is in excess of the general soil-depleting base.)

3. In column (c) enter the farm rate which is obtained by multiplying the county rate in column (b) by the productivity index and then dividing the result by 100.

4. In column (e) enter the amount of deduction which is obtained by multiplying the number of excess acres on line 13 in column (a) by the farm rate in column (c); or

5. In column (e) enter the amount of payment for diversion which is obtained by multiplying the farm rate in column (c) by the actual diversion in 1937 (line 14, column (a)) or by the maximum diversion from the general base (line 15, column (a)), whichever is the smaller. (This computation cannot be made until the maximum diversion has been computed and entered on line 15 in column (a)).

P. Maximum Diversion from General Base (Line 15).—1. In column (a) enter a figure which is obtained by multiplying the general soil-depleting base, line 11, column (a), by 15 percent.

Q. Soil-Conserving Base (Line 16).—1. In column (a) enter a figure which is obtained by subtracting the entry on line 5 in column (a) from the total cropland in the farm, line 2, column (a).

R. Soil-Conserving Crops in 1937 (Line 17).—1. In column (a) enter the number of acres of soil-conserving crops which the producer will have on the farm in 1937, including soil-conserving crops already on the farm and soil-conserving crops to be seeded as soil-building practices.

2. In column (d) enter the amount obtained by multiplying \$1.00 times the soil-conserving base (line 16, column (a)), or times the acres of soil-conserving crops in 1937 (line 17, column (a)), whichever is the smaller.

S. Diversion for Payment from General Base (Line 18).—1. In column (a) enter the actual diversion from the general soil-depleting base in 1937 (line 14, column (a)), or the maximum diversion from such base (line 15, column (a)), whichever is the smaller.

2. In column (b) enter the average soil-building allowance rate per acre on acreage diverted for payment from the general soil-depleting base which will be reported for this county in WRB-101, part X. (Where there will be a decrease in the general soil-depleting crops in 1937.)

3. In column (c) enter the farm rate which is obtained by multiplying the county rate in column (b) by the productivity index and then dividing the result by 100.

4. In column (d) enter the amount which is obtained by multiplying the farm rate in column (c) by the acres of diversion for payment in column (a).

T. Vegetable Land Single-Cropped in 1936 (Line 19).—1. In column (a) enter the number of acres from which one crop of commercial vegetables was harvested *in 1936*, the principal part of production of which was sold off the farm. See WRB-101 for this State for a definition of commercial vegetables.

2. In column (d) enter the amount which is obtained by multiplying the acres of vegetable land in column (a) by \$1.00.

U. Vegetable Land Double-Cropped in 1936 (Line 20).—1. In column (a) enter the acres upon which more than one crop of commercial vegetables was harvested *in 1936* the principal part of production of which was sold off the farm.

2. In column (d) enter the amount which is obtained by multiplying the acres of vegetable land in column (a) by \$2.00.

(The acres of vegetable land single-cropped and double-cropped in 1936 should be determined from the best information available including the Report of Performance for the farm under the 1936 program.)

V. Noncrop Pasture Land in 1937 (Line 21).—1. In column (a) enter the number of animal units, in excess of 5, which the noncrop pasture land on the farm will carry in 1937 during the normal pasture season. If, for example, the noncrop pasture land will carry 9 units during the normal pasture season, enter 4 units in column (a). (The carrying capacity of noncrop pasture land must be determined from the best information available.)

2. In column (b) enter the rate per animal unit provided in part III of WRB-101 for this State.

3. In column (d) enter the amount which is obtained by multiplying the number of animal units in column (a) by the rate in column (b).

W. Total (Line 22).—1. In column (d) enter the amount of soil-building allowance for the farm which is obtained by adding the entries on all of the lines in column (d).

X. Normal Acreage of Soil-Conserving Crops (Line 23).—1. Strike out the words "Acres of Neutral Land in 1937" and insert in lieu thereof the words "Normal Acreage of Soil-conserving Crops."

2. In column (a) enter the normal acreage of soil-conserving crops as reported on the county listing sheet opposite this worksheet number.

Y. Deficit Acres for Cotton Diversion (Line 24).—1. In column (a) enter the number of acres by which the acreage of soil-conserving crops on the farm in 1937 (line 17, column (a)) is less than the sum of the normal acreage of soil-conserving crops (line 23, column (a)) and the acreage of cotton diverted for payment (line 9, column (a) or line 10, column (a), whichever is the smaller).

2. In column (e) enter the amount of deduction which is obtained by multiplying the deficit acres in column (a) by the rate in column (b).

Z. Signatures on Form WR-105 Supplement.—1. The community committeeman who makes the foregoing entries and computations must sign the form and enter the date in the spaces provided.

2. When the form has been reviewed in the county office, the person who checked the entries and computations must sign the form and enter the date in the spaces provided.

For instructions as to how sugar-beet payments are computed, see part IV.

SEC. 2. How to Fill Out Form WR-105 Supplement for a Farm with a Tobacco Soil-Depleting Base.—The instructions set forth in section 1 herein, except paragraphs G to K, inclusive, and paragraph Y are applicable in filling out form WR-105 Supplement for a farm with a tobacco soil-depleting base. In lieu of such paragraphs G to K, inclusive, and paragraph Y, the following instructions shall apply:

A. Tobacco Soil-Depleting Base (Line 6).—1. Strike out the word "Cotton" and insert in lieu thereof the word "Tobacco."

2. In the space provided after the word "yield" enter the yield per acre for tobacco, as reported on the county listing sheet opposite this work-sheet number.

3. In column (a) enter the acreage in the tobacco soil-depleting base as reported on the county listing sheet opposite this work-sheet number.

B. Acreage in 1937 (Line 7).—1. In column (a) enter the acres of tobacco which the producer plans to plant on the farm in 1937.

C. Excess Acres in 1937 (Line 8).—1. In column (a) enter the acres of tobacco to be planted in 1937 in excess of the tobacco soil-depleting base, which is obtained by subtracting line 6 from line 7.

D. Actual Diversion in 1937 (Line 9).—1. In column (a) enter the number of acres which will be diverted in 1937 from the tobacco soil-depleting base. This figure is obtained by subtracting line 7 from line 6.

2. In column (c) enter the farm rate which is obtained by multiplying the rate in column (b) by the yield per acre on line 6.

3. In column (e) enter the amount of deduction which is obtained by multiplying the number of excess acres on line 7 in column (a) by the farm rate in column (c); or

4. In column (e) enter the amount of payment for diversion which is obtained by multiplying the farm rate in column (c) by the actual diversion in 1937 (line 9, col. (a)) or by the maximum diversion (line 10, col. (a)), whichever is the smaller. (This computation can not be made until the maximum diversion has been computed and entered on line 10 in column (a).)

E. Maximum Diversion (Line 10).—1. In column (a) enter a figure which is obtained by multiplying the tobacco soil-depleting base (line 6, column (a)) by 25 percent.

F. Deficit Acres for Tobacco Diversion (Line 24).—1. Strike out the word "Cotton" and insert in lieu thereof the word "Tobacco."

2. In column (a) enter the number of acres by which the acreage of soil-conserving crops on the farm in 1937 (line 17, column (a)) is less than the sum of the normal acreage of soil-conserving crops (line 23, column (a)) and the acreage of tobacco diverted for payment (line 9, column (a) or line 10, column (a), whichever is the smaller).

2. In column (e) enter the amount of deduction which is obtained by multiplying the deficit acres in column (a) by the rate in column (b).

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ADMINISTRATIVE INSTRUCTIONS RELATING TO THE
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Parts VII to XI, Inclusive

Part VII. DESCRIPTION OF MULTIPLE FARM FORMS

Form WR-107, Multiple Diversion Farms—Computation Table—Diversion Payments, will be used where a person owns or operates more than one diversion farm in the county, for the purpose of computing such person's net diversion payment or net deduction based on the proposed aggregate performance with respect to the decrease or the increase, respectively, in the soil-depleting crops (except cotton and tobacco) in 1937. The data with respect to the cotton and tobacco soil-depleting bases will be computed on form WR-107—Supplement 2.

Form WR-107, Supplement 1—Multiple Farms—Computation Table—Soil-Building Payments will be used where a person owns or operates more than one farm in a county, for the purpose of determining such person's share of the class II payments which may be earned, based on the proposed aggregate performance on all such farms; this form will include the data for both diversion and non-diversion farms owned or operated in the county by such person.

Form WR-107, Supplement 2—Multiple Cotton Diversion Farms—Computation Table—Cotton Diversion Payments and Deductions will be used where a person owns or operates in the county more than one farm with a cotton soil-depleting base, for the purpose of determining (1) such person's net cotton diversion payment or net deduction for excess cotton acreage based on the proposed aggregate performance with respect to the decrease or the increase respectively, in the cotton acreage in 1937, and (2) such person's share of deduction for failure to have the acreage of soil-conserving crops required with respect to the cotton soil-depleting bases. The data with respect to the general soil-depleting bases will be computed on form WR-107.

1. If a person owns or operates in the county more than one farm with a tobacco soil-depleting base, form WR-107—Supplement 2, shall be used for computing the data with respect to the tobacco soil-depleting payments or deductions, in which event the word "cotton", wherever it appears, shall be deleted from the form and the word "tobacco" substituted in lieu thereof.

Forms Prepared by Community Committeeman.—If all of the farms, owned or operated in the county by an applicant, are located in the same community, a community committeeman should fill out the required form WR-107, WR-107—Supplement 1, and WR-107—Supplement 2. After completing the entries and computations the community committeeman should sign the forms and enter the date in the spaces provided. The forms should then be forwarded to the county committee with the related forms WR-104, WR-105, WR-105—Supplement, and WR-106.

Forms Prepared by County Committee.—If the farms, owned or operated in the county by an applicant, are located in different communities, the forms WR-107, WR-107—Supplement 1, and WR-107—Supplement 2 should be filled out in the county office. The county committeeman who prepares the forms should sign on the line entitled "Prepared by" and enter the date in the space provided.

Forms Reviewed in County Office.—The forms WR-107, WR-107—Supplement 1, and WR-107—Supplement 2, should be reviewed in the county office. The county committeeman who reviews the entries and computations should sign the forms and enter the date in the spaces provided.

Part VIII. FORM WR-107, MULTIPLE DIVERSION FARMS—COMPUTATION TABLE—DIVERSION PAYMENTS

SECTION 1. How to Fill Out Form WR-107:

A. State and County Code and Application Serial Number.—In the upper right-hand corner enter the State and county code together with a serial number temporarily assigned for the purpose of identification.

B. County Rate Per Acre.—In the space provided above line 1, enter the average rate per acre for diversion from the general base which will be reported for this county in WRB-101, Part X, for this State.

C. Work Sheet Numbers.—In the spaces provided below the heading "Work-sheet numbers" enter the work-sheet numbers of all diversion farms owned or operated by the applicant.

D. The following data should be entered for each work-sheet number from the form WR-105 or WR-105—Supplement bearing the same work-sheet number:

1. Soil-Depleting Base (Line 1).—On line 1 enter the general soil-depleting base for the farm as reported on line 3, column (a), of form WR-105, or on line 11, column (a), form WR-105—Supplement.

2. 1937 Acres (Line 2).—On line 2 enter the acreage of general soil-depleting crops which the producer plans to seed for harvest in 1937 as reported on line 6, column (a) of form WR-105, or on line 12, column (a), of form WR-105—Supplement.

3. Productivity (Line 6).—On line 6 enter the productivity index for the farm as reported on line 1 of form WR-105 or WR-105—Supplement.

E. Complete the remaining entries for each work-sheet number as follows:

1. Decrease From Base (Line 3).—On line 3 enter the amount of decrease from the general soil-depleting base which is obtained by subtracting line 2 from line 1.

2. Excess Acres (Line 4).—On line 4 enter the acres of soil-depleting crops (except cotton or tobacco) to be seeded in 1937 in excess of the general soil-depleting base, which is obtained by subtracting line 1 from line 2.

3. Maximum Diversion (Line 5).—On line 5 enter the maximum diversion which is obtained by multiplying the entry on line 1 by 15 percent.

4. Farm Rate (Line 7).—On line 7 enter the farm rate which is obtained by multiplying the county rate per acre by the farm productivity index on line 6.

5. Percent to Applicant (Line 8).—On line 8 enter the applicant's share with respect to the farm determined in accordance with the provisions of Part V, WRB-101, for this State.

6. Applicant's Rate (Line 9).—On line 9 enter the applicant's rate which is obtained by multiplying the farm rate, line 7, by the percent to applicant, line 8.

7. Class I Payment (Line 10).—On line 10 enter the class I payment which is obtained by multiplying the applicant's rate, line 9, by the decrease from base, line 3.

8. Deduction for Excess (Line 11).—On line 11 enter the deduction for excess which is obtained by multiplying the applicant's rate, line 9, by the excess acres, line 4.

9. Maximum Class I Payment (Gen.) (Line 13).—On line 13 enter the maximum class I payment which is obtained by multiplying the applicant's rate, line 9, by the maximum diversion, line 5.

F. Total:

1. Total Class I Payment (Line 10).—On line 10, in the space provided, enter the sum of the entries on this line.

2. Total Deduction for Excess (Line 11).—On line 11 in the space provided, enter the sum of the entries on this line.

3. Net Class I Payment (Gen.) (Line 12).—On Line 12 in the space provided, enter the net class I payment which is obtained by subtracting the total of line 11 from the total of line 10.

4. Maximum Class I Payment (Gen.) (Line 13).—On line 13 in the space provided, enter the sum of the entries on this line.

G. Payment or Deduction.—The total of line 12 or the total of line 13, whichever is the smaller, is the applicant's share of the payment with respect to the diversion from the general soil-depleting bases: *Provided, however,* That if the total of line 11 exceeds the total of line 10, the amount of such excess is the applicant's share of the deduction with respect to the increase in the general soil-depleting crops in 1937.

Part IX. FORM WR-107 SUPPLEMENT—1, MULTIPLE FARMS COMPUTATION TABLE—CLASS II PAYMENTS

SECTION 1. How to Fill Out Form WR-107—Supplement 1:

A. State and County Code and Application Serial Number.—In the space provided in the upper right-hand corner enter the State and county code together with the serial number temporarily assigned for the purpose of identification.

B. Work Sheet (Column (a)).—In column (a) enter the work-sheet numbers of all farms which the applicant owns or operates in the county.

C. Practice Number (Column (b)).—In column (b) opposite each work-sheet number enter the practice numbers (such as A-1-a, B-2-a) of the soil-building practices to be carried out in 1937 on the farm covered by such work-sheet number.

D. Units (Column (c)).—If the rate for a practice number entered in column (b) is based upon units (such as rods, rod-rows, feet, pounds, etc.) other than or in addition to per acre units, enter in

column (c) opposite such practice number the total number of such other units.

E. Unit Rate (Column (d)).—Where an entry has been made in column (c) in accordance with the preceding subparagraph D, enter in column (d) the rate for such unit as provided in WRB-101.

F. Acres (Column (e)).—In column (e) opposite each practice number, enter the number of acres to be devoted to such practice in 1937: *Provided, however,* That if the rate for any practice is based upon a unit other than a per acre unit and no maximum rate per acre has been established for such practice in WRB-101, no entry shall be made for such practice in column (e).

G. Acre Rate (Column (f)).—In column (f) opposite each practice number, enter the rate per acre for such practice as provided in WRB-101. If, for any practice, the rate is based upon a unit other than a per-acre unit and a maximum rate per acre has been established for such practice in WRB-101, enter such maximum rate per acre in column (f).

H. Payment (Column (g)).—In column (g) opposite each practice number enter the payment for such practice which is obtained as follows:

1. If the rate for a practice is based upon a per-acre unit, multiply the acres, column (e) by the acre rate, column (f) or
2. If the rate for a practice is based upon a unit other than a per-acre unit and no maximum rate per acre has been established for such practice, multiply the units, column (c) by the unit rate, column (d) or
3. If the rate for a practice is based upon a unit other than a per-acre unit and a maximum rate per acre has been established for such practice, enter in column (g) the result obtained by multiplying the units, column (c) by the unit rate, column (d) or the result obtained by multiplying the acres, column (e) by the acre rate, column (f), whichever result is the smaller.

I. Total Payment (Line 5, Column (g)).—On line 5, in column (g) for each work sheet number enter the total payment for the farm which is obtained by adding the entries on lines 1 to 4 inclusive, in column (g).

J. Percent to Applicant (Line 6, Columns (g) and (h)).—On line 6, in columns (g) and (h) for each work-sheet number enter the applicant's share of payment with respect to the farm as determined under the provisions of part V, WRB-101.

K. Allowance (Column (h)).—On line 5 in column (h) for each work-sheet number enter the soil-building allowance computed for the farm covered by such work-sheet number. This data will be obtained from line 16, in column (d) of form WR-105 or from line 22, in column (d) of form WR-105 Supplement or from line 10, in column (d) of form WR-104, whichever is applicable

L. Applicant's Payment (Column (i)).—On line 6 in column (i) for each work-sheet number enter the applicant's share of the payment with respect to the farm which is obtained by multiplying the payment on line 5 in column (g) by the percent to applicant on line 6 in column (g).

M. Applicant's Allowance (Column (j)).—On line 6 in column (j) for each work-sheet number enter the applicant's share of the allowance with respect to the farm which is obtained by multiplying the allowance on line 5 in column (h) by the percent to applicant on line 6, in column (h).

N. Subtotal:

1. In the space provided therefor on the front side of form WR-107—Supplement 1 enter the sum of the entries in columns (i) and (j) respectively, for the work-sheet numbers listed on such side of the form.

2. In the spaces provided therefor on the reverse side of form WR-107—Supplement 1 enter the sum of the entries in columns (i) and (j) respectively for the work-sheet numbers listed on such side of the form.

O. Total.—In the spaces provided therefor on the reverse side of the form enter the sum of the entries in columns (i) and (j) respectively, for all work-sheet numbers included under form WR-107—Supplement 1.

Part X. MULTIPLE COTTON DIVERSION FARMS—COMPUTATION TABLE—COTTON DIVERSION PAYMENTS AND DEDUCTION

SECTION 1. How to Fill Out Form WR-107—Supplement 2 for Farms Having a Cotton Soil-Depleting Base:

A. State and County Code and Application Serial Number.—In the upper right-hand corner enter the State and county code together with the serial number temporarily assigned for the purpose of identification.

B. Work-Sheet Number.—On line 1 in the spaces provided, enter the work-sheet numbers covering the farms having a cotton soil-depleting base.

C. The following data should be entered for each work-sheet number from form WR-105—Supplement bearing the corresponding work-sheet number.

1. Cotton Soil-Depleting Base (Line 2).—On line 2 enter the cotton soil-depleting base for the farm as reported on line 6, column (a), of form WR-105—Supplement.

2. 1937 Acres (Line 3).—On line 3 enter the 1937 cotton acreage as reported on line 7, column (a) of form WR-105—Supplement.

3. Yield per Acre (Line 7).—Enter the cotton yield per acre for the farm as reported on line 6 of form WR-105—Supplement.

D. For each work sheet number complete the remaining entries in the upper part of the form as follows:

1. Decrease from Base (Line 4).—On line 4 enter the amount of decrease from the cotton soil-depleting base which is obtained by subtracting line 3 from line 2.

2. Excess Acres (Line 5).—On line 5 enter the acreage to be seeded to cotton in excess of the cotton soil-depleting base which is obtained by subtracting line 2 from line 3.

3. Maximum Diversion (Line 6).—On line 6 enter the maximum diversion which is obtained by multiplying the entry on line 2 by 35 percent; provided, however, that if the cotton soil-depleting base is 5.7 acres or less, enter on line 6 two acres or the cotton soil-depleting base, whichever is the smaller.

4. Farm Rate (Line 8).—On line 8 enter the farm rate which is obtained by multiplying the yield per acre, line 7, by 5 cents.

5. Percent to Applicant (Line 9).—On line 9 enter the applicant's share with respect to the farm as determined under the provisions of part V, WRB-101 for this State.

6. Applicant's Rate (Line 10).—On line 10 enter the applicant's rate which is obtained by multiplying the farm rate, line 8, by the percent to applicant, line 9.

7. Class I Payment (Cotton) (Line 11).—On line 11 enter the payment for the decrease from the cotton soil-depleting base which is obtained by multiplying the decrease from base, line 4, by the applicant's rate, line 10.

8. Deduction for Excess (Line 12).—On line 12 enter the deduction for excess cotton acreage which is obtained by multiplying the entry for excess acres, line 5, by the applicant's rate, line 10.

9. Maximum Class I Payment (Cotton) (Line 14).—On line 14 enter the maximum payment with respect to cotton which is obtained by multiplying the entry for maximum diversion, line 6, by the applicant's rate, line 10.

E. Total Cotton Diversion Payments:

1. In the spaces provided on lines 11, 12, and 14 enter the sum of the entries in the respective lines.

2. On line 13 enter the sum obtained by subtracting the total of line 12 from the total of line 11.

F. Deductions for Failure to Have Soil-Conserving Acreage with Respect to Cotton Bases:

1. Normal Acreage Soil-Conserving Crops (Line 15).—On line 15 under each work-sheet serial number enter the normal acreage of soil-conserving crops as reported on line 23, column (a), form WR-105—Supplement.

2. Applicant's Share of Normal Acreage of Soil-Conserving Crops (Line 16).—On line 16 under each work-sheet serial number enter the applicant's share of the normal acreage of soil-conserving crops which is obtained by multiplying the entry for the normal acreage of soil-conserving crops on line 15 by the percent to applicant, line 9.

a. In the column headed "Total" enter the sum of the items on this line.

3. Applicant's Share Decrease (Line 17).—On line 17 under each work-sheet number enter the applicant's share of the decrease from the cotton soil-depleting base which is obtained by multiplying the acreage of decrease from the cotton soil-depleting base on line 4 by the percent to applicant, line 9.

a. In the column headed "Total" enter the sum of the items on this line.

4. Applicant's Share Maximum Diversion (Line 18).—On line 18 under each work-sheet number enter the applicant's share of the maximum diversion which is obtained by multiplying the maximum diversion on line 6 by the percent to applicant, line 9.

a. In the column headed "Total" enter the sum of the items on this line.

5. Applicant's Required Acres (Line 19).—On line 19 enter the applicant's share of the required acres which is obtained as follows:

a. To the total of the applicant's share of the normal acreage of soil-conserving crops on line 16 add the total of the applicant's share of the decrease, line 17, or the total of the applicant's share of maximum diversion whichever total is the smaller.

6. 1937 Acreage Soil-Conserving Crops (Line 20).—On line 20 under each work-sheet number enter the 1937 acreage of soil-conserving crops as reported on line 17, column (a) of form WR-105—Supplement.

7. Applicant's Share of the 1937 Acreage of Soil-Conserving Crops (Line 21).—On line 21 under each work-sheet number enter the applicant's share of the 1937 acreage of soil-conserving crops which is obtained by multiplying the entry on line 20 by the percent to applicant, line 9.

a. In the column headed "Total" enter the sum of the items on this line.

8. Deduction (Line 22).—On line 22 in the space provided, enter the number of acres by which the applicant's share of the 1937 acreage of soil-conserving crops is less than the applicant's share of the acres of soil-conserving crops required with respect to the cotton soil-depleting bases. This entry is obtained by subtracting the total on line 21 from the total on line 19.

a. Enter on line 22 in the column headed "Total", the result obtained by multiplying the number of acres on line 22 by \$3.

SEC. 2. How to Fill Out Form WR-107—Supplement 2, for Farms with a Tobacco Soil-Depleting Base.—Strike out the word "cotton" wherever it appears on the form and insert in lieu thereof the word "tobacco."

A. The instructions set forth in section 1 of this part X, except paragraph D, 3, are applicable. In lieu of such paragraph D, 3, the following instructions shall apply.

1. **Maximum Diversion (Line 6).**—On line 6 enter the maximum diversion which is obtained by multiplying the entry on line 2 by 25 percent.

Part XI. MASTER FORM WR-106

SECTION 1. How to Fill Out Form WR-106.—A form WR-106, hereinafter referred to as “master” form WR-106, shall be prepared in duplicate for the purpose of recording the approximate payments which might be earned by an applicant on the basis of the aggregate proposed farming operations. The information to be entered on the “master” form WR-106 will be taken from the forms WR-107, WR-107—Supplement 1, and WR-107—Supplement 2. The original of the “master” WR-106 shall be retained by the county committee; the duplicate shall be given to the producer together with the copies of form WR-106 for the individual farms.

A. Where no cotton or tobacco soil-depleting bases have been established for any of the farms owned or operated in the county by the applicant, the “master” form WR-106 shall be prepared as follows:

1. **Work Sheet No.**—Strike out the words “Work-sheet no.” in the upper right-hand corner and insert in lieu thereof the words “Application serial no.” followed by the serial number temporarily assigned for the purpose of identification.

2. **State and County Code.**—Enter the State and county code in the spaces provided in upper right-hand corner of the form.

3. **Name and Address.**—Enter the name and address of the applicant in the spaces provided.

a. Disregard the line above “(Owner or operator).”

4. **“It is Possible to Earn Approximately”:**

a. Enter on the first line the amount which may be earned by diverting from soil-depleting crops as shown on line 12 or line 13, whichever is the smaller, on form WR-107.

b. Enter on the second line the total amount which may be earned by carrying out soil-building practices. This amount is the total of column (i) or the total of column (j), whichever is the smaller, on form WR-107—Supplement 1.

c. Enter on the third line the total amount which may be earned by growing sugar beets in 1937. This amount is the sum of the applicant's share of the sugar-beet payments on the individual forms WR-106.

d. Enter on the fourth line the sum of the amounts entered on the first three lines.

e. In the event the total of line 11, form WR-107, exceeds the total of line 10 of such form, enter on form WR-106 after the word “Total”, the statement “Less deduction of \$----- for excess soil-depleting acreage.” The amount of deduction is the amount by which the total of line 11, form WR-107, exceeds the total of line 10 of such form.

f. Strike out the words “On this farm in 1937 as follows” and insert in lieu thereof the words “On the farms covered by work-sheet numbers.” Immediately following this entry enter the work-sheet numbers covered by forms WR-107 and WR-107—Supplement 1.

B. Where cotton or tobacco soil-depleting bases have been established for the farms owned or operated in the county by the applicant, the “master” form WR-106 shall be prepared as follows:

1. **Work Sheet No.**—Strike out the words “Work sheet no.” in the upper right-hand corner and insert in lieu thereof the words “Application serial no.”

followed by the serial number temporarily assigned for the purpose of identification.

2. **State and County Code.**—Enter the State and county code in the spaces provided in the upper right-hand corner of the form.

3. **Name and Address.**—Enter the name and address of the applicant in the spaces provided.

a. Disregard the line above “(Owner or operator).”

4. **“It is Possible to Earn Approximately”:**

a. Enter on the first line the amount which may be earned by diverting from the soil-depleting bases. This amount will be the total of line 12 of WR-107 or the total of line 13 of WR-107, whichever is the smaller, plus the total of line 13 of WR-107—Supplement 2, or the total of line 14 of WR-107—Supplement 2, whichever is the smaller.

b. Enter on the second line the total amount which may be earned by carrying out soil-building practices. This amount is the total of column (i) or the total of column (j), whichever is the smaller on WR-107—Supplement 1.

c. Enter on the third line the total amount which may be earned by growing sugar beets in 1937. This amount is the sum of the applicant's share of the sugar beet payments on the individual forms WR-106.

d. Enter on the fourth line the sum of the amounts entered on the first three lines.

e. Determine whether the proposed aggregate performance results in a deduction for excess soil-depleting crops or for failure to have the soil-conserving acreage required with respect to the cotton or tobacco soil-depleting bases.

(1) If the total of line 11 on form WR-107 exceeds the total of line 10 on that form, the difference is the amount of deduction for excess in the general soil-depleting crops in 1937.

(2) If the total of line 12 of WR-107—Supplement 2, exceeds the total of line 11 on that form, the difference is the amount of deduction for excess in the cotton or tobacco soil-depleting acreage in 1937.

(3) The amount of deduction for failure to have the acreage of soil-conserving crops required with respect to the cotton or tobacco soil-depleting bases will be shown on line 22 of form WR-107—Supplement 2.

f. If it is determined that deductions will be made, enter after the word “Total” on “master” form WR-106 the statement “Less deduction of \$_____” The amount of deduction is the sum of the amounts determined in accordance with the preceding paragraph e.

g. Strike out the words “On this farm in 1937 as follows” and insert in lieu thereof the words “On the farms covered by work-sheet numbers.” Immediately following this entry enter the work-sheet numbers covered by forms WR-107, WR-107—Supplement 1, and WR-107—Supplement 2.

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ADMINISTRATIVE INSTRUCTIONS RELATING TO THE EXECUTION OF FORMS IN
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Part XIV

Form WR-113 Application for Preliminary Payment -
With Respect to Wind Erosion Control Practices

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Section I - Description of Form WR-113

A. Form WR-113 is applicable only to farms located in the wind erosion area, as designated in WRB-101, as amended, for the States of Colorado, Kansas and New Mexico. Any owner or operator of a farm for which the county committee has designated an acreage of cropland which is subject, in 1937, to active wind erosion and has approved the wind erosion control practices which are to be carried out in 1937 on such acreage, may make application for preliminary payment on Form WR-113 with respect to the approved wind erosion control practices which were carried out on a farm prior to July 1, 1937.

Section II - How to Fill Out Form WR-113.--The form shall be executed in duplicate, the original to be forwarded to the State Office and the copy retained in the files of the County Agricultural Conservation Association. The following items must be entered before the form is executed by the applicant and approved by the supervisor and committee:

A. State and County Code and Application Serial Number.--In the upper right-hand corner of the form enter the State and county code and application serial number.

B. Name of Applicant.--In the space provided therefor, enter the name of the applicant.

C. Relation to Farm.--Immediately after the name of the applicant enter his relationship to the farm, i.e., whether owner, owner-operator or operator as defined in WRB-101, as amended, for this State.

D. Address of Applicant.--In the space provided therefor, enter the address of the applicant.

E. State and County.--In the spaces provided therefor, enter the name of the State and the name of the county in which the application is filed.

F. Work Sheet Number.--In the space provided in the first paragraph of Section 1, enter the work sheet number of the farm with respect to which the application is filed.

G. Percent to Applicant.--In item 2 of Section 1 enter the percent of payment to which the applicant is entitled, which must represent his contribution to the practices carried out, as determined by the county committee in accordance with Supplement 2 to WRB-101, as amended, for this State.

H. Section IV - Table I - Additional Soil-Building Allowance.--Fill out Table I of Section IV as follows:

1. Total Cropland in Farm (Item 1).--In item 1 enter the total acres of cropland on the farm as reported on the county listing sheet.

2. Total Soil-Depleting Base (Item 2).--In item 2 enter the total soil-depleting base (the soil-depleting base in Colorado) for the farm as reported on the county listing sheet.

3. Cotton Soil-Depleting Base (Item 3).--In item 3 enter the cotton soil-depleting base for the farm as reported on the county listing sheet.

a. If no cotton soil-depleting base was established for the farm enter an "0" in item 3.

4. Designated Wind-Erosion Acreage (Item 9).--In item 9 enter the acreage of cropland which the county committee, in accordance with the provisions of Supplement 2 to WRB-101 as amended for this State, has determined is subject, in 1937, to active wind erosion.

5. Items 4, 5, 6, 7, 8 and 11.--These items should not be entered in the county.

I. Section IV - Table II - Wind-Erosion Control Payments.--Enter the following items in Table II:

1. Practice No. [Col. (a)].--In Col. (a), on the lines provided, enter the practice numbers of the wind-erosion control practices carried out prior to July 1, 1937, on the designated wind-erosion acreage on the farm. The practices entered herein must have been approved by the county committee prior to their institution and must not include any practice for which the applicant received or will receive payment for carrying out wind-erosion control practices in 1937 under the Wind-Erosion Control Program administered by the State Director of Extension through the State Wind Erosion Control Committee.

2. Number of cultivations on same acreage [Col. (b)].

a. Where the practice reported in Col. (a) is strip listing or furrowing enter in Col. (b) opposite such practice number the number of cultivations, as "one", "two", "three".

b. Where more than one wind-erosion control practice as provided in Supplement 2 to WEB-101 as amended for this State was carried out prior to July 1, 1937 on the same acreage, enter in Col. (b) opposite such practice the word "second", "third", etc., whichever is applicable. [If the practice reported in Col. (a) is the only practice which has been carried out on the acreage reported in Col. (c), make no entry opposite such practice in Col. (b)].

3. Acres [Col. (c)].--In Col. (c) opposite each practice number, enter the number of acres on which such practice was carried out prior to July 1, 1937.

4. Columns (d) and (e).--No entries should be made in these columns in the county.

J. Section I, Signature of Applicant.--The applicant must sign and enter the date in the spaces provided immediately below Section I, Representation and Application for Payment. The signature of the applicant must agree with the name of the applicant entered at the top of the form.

K. Section II, Certificate of Inspection.--The supervisor or committee-man who inspected the farm must sign and enter the date in the spaces provided immediately below Section II, Certificate of Inspection.

L. Section III, Certificate of County Committee.--A county committee-man who is authorized to approve the form on behalf of the committee must sign and enter the date in the spaces provided immediately below Section III, Certificate of County Committee.

1. The same person shall not sign both the Certificate of Inspection and Certificate of County Committee.

2. The Certificate of County Committee must not be executed prior to the date the form is signed by the applicant.

